



TOWN OF ARLINGTON

730 Massachusetts Ave.
Arlington, MA 02476
781-316-3012

ARLINGTON CONSERVATION COMMISSION

Notice of Intent (NOI) Administrative Filing Documents

Filing documents listed in the packet include:

1. Bylaw Filing Fees and Transmittal Form

The Town has a local filing fee and the State has a [state filing fee](#), of which a portion is allocated to the Town of Arlington.

2. Abutter Notification Model

This notification should be revised with information given by the Conservation Agent during pre-filing meeting or over the phone/email. Please revise this model document based on project specific information. A Certified Abutters List from the Assessor's Office needs to be submitted with these filing documents. The list should include all abutters within 100 feet of the site's property boundaries.

3. Affidavit of Service

This affidavit is for mailing abutter notification.

4. Legal Notice Charge Authorization Form

The Conservation Agent will prepare the Legal Notice and the Applicant will be billed directly by the Arlington Advocate based on their cost-per-word fee.

Bylaw Filing Fees and Transmittal Form

Rules:

1. Fees are payable at the time of filing the application and are non-refundable.
2. Fees shall be calculated per schedule below.
3. Town, County, State, and Federal Projects are exempt from fees.
4. These fees are in addition to the fees paid under M.G.L. Ch. 131, s.40 (ACT).

Fee Schedule (ACC approved 1/8/15):

| \$ | No./Area | Category |
|----|--------------|--|
| | | (R1) RDA - \$150 local fee, no state fee |
| | | (N1) Minor Project - \$200 (house addition, tennis court, swimming pool, utility work, work in/on/or affecting any body of water, wetland or floodplain). |
| | | (N2) Single Family Dwelling - \$600 |
| | | (N3) Multiple Dwelling Structures - \$600 + \$100 per unit all or part of which lies within 100 feet of wetlands or within land subject to flooding. |
| | | (N4) Commercial, Industrial, and Institutional Projects - \$800 + 50¢/s.f. wetland disturbed; 2¢/s.f. land subject to flooding or buffer zone disturbed. |
| | | (N5) Subdivisions - \$600 + \$4/l.f. feet of roadway sideline within 100 ft. of wetlands or within land subject to flooding. |
| | | (N6) Other Fees - copies, printouts; per public records law |
| | | (N7) Minor Project Change - \$50 |
| | | (N8) Work on Docks, Piers, Revetments, Dikes, etc - \$4 per linear foot |
| | | (N9) Resource Boundary Delineation (ANRAD) - \$1 per linear foot |
| | | (N10) Certificate of Compliance (COC or PCOC) - No charge if before expiration of Order, \$200 if after that date. |
| | | (N11) Amendments - \$300 or 50% of original local filing fee, whichever is less. |
| | | (N12) Extensions - |
| | | a. Single family dwelling or minor project - \$100. |
| | | b. Other - \$150. |
| | | (N13) Consultant Fee -per estimate from consultant |
| | TOTAL | |

Note: Submit this form along with the forms submitted for the ACT - the "Wetlands Filing Fee Calculations Worksheet," and the "Notice of Intent Fee Transmittal Form."

Abutter Notification

Notification to Abutters Under the Massachusetts Wetlands Protection Act And Arlington Wetlands Protection Bylaw

In accordance with the second paragraph of Massachusetts General Laws Chapter 131, Section 40, and the Arlington Wetlands Protection Bylaw, you are hereby notified of the following:

The Conservation Commission will hold a virtual public meeting using Zoom, on Day of Week, Month, Year, at Time in accordance with the provisions of the Mass. Wetlands Protection Act (M.G.L. Ch. 131, s. 40, as amended), the Town of Arlington Bylaws Article 8, Bylaw for Wetland Protection, and in accordance with the Governor's Order Suspending Certain Provisions of the Open Meeting Law, G. L. c. 30A, § 20 relating to the COVID-19 emergency, for a Notice of Intent from applicant, for project description at project address or location, within 100 feet of a wetland OR 200 feet of a Riverfront OR a floodplain, on Assessor's Property Map/s # , Lot/s # . Please refer to the Commission's online meeting agenda for specific Zoom meeting access information.

A copy of the application and accompanying plans are available by request by contacting the Arlington Conservation Agent at 781-316-3229 or mmuszynski@town.arlington.ma.us. For more information call the applicant at phone number or the Arlington Conservation Commission at 781-316-3229, or the DEP Northeast Regional Office at 978-694-3200.

NOTE: Notice of the Public Hearing will be published at least five (5) business days in advance in *The Arlington Advocate* and will also be posted at least 48 hours in advance on the Arlington Town Hall website.

The meeting information for your hearing is:

Date:

Time:

Affidavit of Service

(Please return to Conservation Commission)

I, _____, being duly sworn, do hereby state as follows: on _____, I mailed a "Notification to Abutters" in compliance with the second paragraph of Massachusetts General Laws, Chapter 131, s.40, the DEP Guide to Abutter Notification dated April 8, 1994, and the Arlington Wetlands Protection Bylaw, Title V, Article 8 of the Town of Arlington Bylaws in connection with the following matter:

[Brief description of work and address of work.]

The form of the notification, and a list of the abutters to whom it was provided and their addresses, are attached to this Affidavit of Service.

Signed under the pains and penalties of perjury, this _____ day of _____.

Name

Legal Notice Charge Authorization

DATE:

TO: legals@wickedlocal.com

I hereby authorize Community Newspapers to bill me directly for the legal notice to be published in the Arlington Advocate newspaper on _____ for a public hearing with the Arlington Conservation Commission to review a project at the following location:

Thank you.

Signed: _____

Send bill to:

_____ (Address)

_____ (Phone)